

## 20. (ESTABLISHMENT OF NEW POSITION, JUNIOR COUNSEL - PERSONNEL.)

After presentation of Calendar Item 26 attached, and upon motion duly made and unanimously carried, the following resolution was adopted:

THE STATE LANDS COMMISSION AUTHORIZES THE ESTABLISHMENT OF A NEW POSITION OF JUNIOR COUNSEL (SALARY RANGE \$415 - \$481) ON THE STAFF OF THE STATE LANDS DIVISION, DEPARTMENT OF FINANCE, THE COST OF SAID POSITION, FOR THE REMAINDER OF THE CURRENT YEAR, TO BE FINANCED THROUGH THE USE OF SAVINGS RESULTANT FROM VACANT POSITIONS. FURTHER, THE EXECUTIVE OFFICER IS AUTHORIZED TO EXECUTE AND SUBMIT DOCUMENTS TO ACCOMPLISH THIS PURPOSE TO THE BUDGET DIVISION, DEPARTMENT OF FINANCE, AND TO THE STATE PERSONNEL BOARD.

Attachment

Calendar Item 26 (1 page)

SUPPLEMENTAL

26.

(ESTABLISHMENT OF NEW POSITION, JUNIOR COUNSEL - PERSONNEL.)

Absence of the Assistant Executive Officer, due to illness, has required the Executive Officer to undertake a portion of the work load being handled by the former's position. In addition to other matters, the Assistant Executive Officer has been handling an active case load of 200 litigatory transactions comprised of 167 Federal condemnations of State lands, 5 quiet title actions and 28 miscellaneous types of legal actions. A large portion of this work has not had timely action. A review of the material involved has led to a conclusion that there is a definite need to relieve the Assistant Executive Officer from the direct responsibility for handling the initial processing of this litigation. Further, that the volume of work to be performed is sufficient to warrant the establishment of an additional position.

The nature of the work is such that it requires a thorough knowledge of State and Federal land title laws and an ability to analyze and understand legal points at issue. Also there is a requirement to continually follow up active cases being handled by the Department of Justice.

The foregoing may be summarized as follows:

1. The volume of litigation in which the Division is involved has increased to a point where it warrants the establishment of a new position.
2. The Assistant Executive Officer's position should be relieved from actively handling these assignments, except by way of review.
3. The knowledges required by the work indicate an attorney, junior grade, as the proper classification.

It should also be pointed out that the present and anticipated continued absence of the Assistant Executive Officer has made the need for additional help on this activity pressing and urgent.

A review of possible classifications that might be used for the purposes herein stated indicates the classification of Junior Counsel (salary range \$415 - \$481) to be appropriate. Costs of the position for the remainder of the current year can be financed through the use of savings in vacant positions.

IT IS RECOMMENDED THAT THE STATE LANDS COMMISSION AUTHORIZE THE ESTABLISHMENT OF A NEW POSITION OF JUNIOR COUNSEL (SALARY RANGE \$415 - \$481) ON THE STAFF OF THE STATE LANDS DIVISION, DEPARTMENT OF FINANCE, THE COST OF SAID POSITION, FOR THE REMAINDER OF THE CURRENT YEAR, TO BE FINANCED THROUGH THE USE OF SAVINGS RESULTANT FROM VACANT POSITIONS. FURTHER, THAT THE EXECUTIVE OFFICER BE AUTHORIZED TO EXECUTE AND SUBMIT DOCUMENTS TO ACCOMPLISH THIS PURPOSE TO THE BUDGET DIVISION, DEPARTMENT OF FINANCE, AND TO THE STATE PERSONNEL BOARD.